



PO Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

FOR INTERNAL USE ONLY

Permit Application #: _____

Waiving of Building Permit Application Fees for Developments that Include Affordable Housing

Section 2(8) of By-law B201- the Building By-law allows for building permit application fees that apply to construction, demolition, additions, renovations, repairs and attached signs to be waived for affordable housing projects where projects meet the following criteria:

- The applicant must be a not for profit or registered charity;
- The subject property must be owned by the applicant or a government body/agency or combination thereof;
- The development, in which the permit is applied for, must be the subject of an agreement or must have received funding from government agencies such as Housing Nova Scotia or CMHC requiring at minimum of 25% of the total floor area of the development (inclusive of commercial and residential components) to include affordable housing units; and
- The applicant must have fully paid all taxes or all interim payments due to the Municipality

Should your development meet the above criteria please provide a completed copy of the form below when applying for your building permit.

Name of Organization: _____

Address of Organization: _____

Contact Name: _____

Contact Information: _____

Federal Charity Number OR Name of Act under which the organization is incorporated as a on-profit OR registration number for a not-for-profit under Act Industry Canada:

Property Owner: _____

Property Location (civic address/PID): _____

Property Assessment Number: _____

Description of Work: _____

Percentage of the total floor area of the development that to include affordable residential units:

Value of Construction: _____

Please include the following supporting information with this form.

- Proof of current registration as a non-profit organization certificate number from the Registrar of Joint Stocks, federal charitable registration number through Canada Customs and Revenue Agency, or not-for-profit corporation under Industry Canada.

AND ONE OF THE BELOW

- Proof of an agreement with Housing Nova Scotia, CMHC or other government agency requiring at minimum of 25% of the total floor area of the development (inclusive of commercial and residential components) to include affordable housing units (Proof can be in the form of an actual copy of the agreement or in the form of a letter from the applicable agency).

OR

- Proof of funding from Housing Nova Scotia, CMHC or other government agency contingent on a minimum of 25% of the total floor area of the development (inclusive of commercial and residential components) to include affordable housing units.

Please note Section 2(8) of By-law B-201- the Building By-law only considers the waiving of building permit fees. All other municipal development fees such as, but not limited to, development permit fee, solid waste charge, streets and services charge and regional development charges are still required.